

RECORD OF PROCEEDINGS

Minutes of

Meeting

Etna Township Trustees Special Meeting

DAYTON LEGAL BLANK, INC.; FORM NO. 10148

July 15,

2019

Held _____

_____ 20_____

The Etna Township Board of Trustees met on Monday, June 15, 2019 in the Etna Township Administration Building for the purpose of conducting a special meeting. The meeting was called to order at 12:00 p.m. by President Carlisle. Roll call showed Trustees Jeff Johnson, Randy Foor, and John Carlisle present. Fiscal Officer Walter Rogers was excused.

Trustee Johnson moved to adopt the agenda. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.

New Business

Upgrades to the Sound System

Trustee Johnson discussed the system with Kory with Live Technologies and Kory feels the outdated wireless receiver is causing the feedback during meetings. The township received a quote for \$2,376.73 to replaced the wireless receiver and purchase two rechargeable microphones.

Trustee Johnson moved to approve up to \$2,500 dollars to purchase a new system (from Live Technologies). The motion was seconded by Trustee Foor. Discussion: The Trustees discussed switching to lapel microphones. The motion passed by unanimous affirmative vote.

Employee Handbook "Standing Orders" for an employee

Trustee Carlisle explained the need to approve the "Standing Orders" for Christopher Waller regarding his employment with Etna Township. The "Standing Orders" addresses the violations in the Employee Handbook. Trustee Carlisle discussed this with the Licking County Prosecutor's office.

Trustee Carlisle moved that the letter dated July 15, 2019, directed to Christopher Waller, for the violations and the Etna Township Trustees Standing Orders be sent to the Recovery Village via email to Amanda Carl and request she give this to Christopher Waller at the Recovery Village A.S.A.P. and in the email we will ask for her to respond that they have received and given Mr. Waller this letter. The motion was seconded by Trustee Johnson. Discussion: Christopher Waller will be asked to sign for the receipt of the letter. The motion passed by unanimous affirmative vote.

Trustee Johnson moved to adjourn at 12:19 p.m. The motion was seconded by Trustee Foor and passed by unanimous affirmative vote.


John Carlisle, President


Walter Rogers, Fiscal Officer

All the resolutions as presented are on file with the Fiscal Officer.